

BOARD OF TRUSTEES Meeting Minutes
November 15, 2021

Chairman Cynthia Sherwood called the meeting to order @ 7 p.m.

Approval of this evening's agenda; Val DeFever moved to approve; Norman Chambers seconded. Motion carried 4 – 0.

Sherwood welcomed all guests. Those in attendance were Cynthia Sherwood, John Eubanks, Val DeFever, Norman Chambers, Jeri Hammerschmidt, Jonathan Sadhoo, David Adams, Samantha Allen, Melissa Anderson, Eric Figurski, Jim Turgeon, Anthony Vidali, Taylor Crawshaw, Lori Boots, Allen Shockley, Justin Mann, Bridget Carson, Jason Martin, Alan Parsons, Vincent Bowhay and Cherie Stockton. Those trustees absent were Ashley Osburn and Kevin Brannum

Sherwood asked Jeri Hammerschmidt to lead the Pledge of Allegiance. Norman Chambers read the Mission Statement while Val DeFever read the Vision Statement.

Moving on to the Consent Agenda. Sherwood asked if there were any questions regarding the items on the Consent Agenda or if any of the items needed to be discussed/removed. Upon no response, John Eubanks moved to approve while Val DeFever seconded. Motion carried 4 – 0.

Items of business were as follows:

Payables – Sherwood mentioned she liked how the CARE monies are notated making this information easier to review. Norman Chambers motioned to approve the payables; John Eubanks seconded. Motion carried 4 – 0.

STU-805 Tuition Waiver for Dependents of Fallen or Disabled Service Members second reading of the policy - Vincent Bowhay reaffirmed this waiver allows assistance for Veteran's dependents who have served or can not afford to pay for college. This is a way to continue to honor our Veterans. John Eubanks moved to approve; Val DeFever seconded. Motion carried 4 – 0.

Pirate Bench Program – Bowhay noted this is a pilot program to replace the benches on campus. The first phase has been completed with great success. Moving forward, with phase two a brochure was given to the trustees with further information and a QR code to donate. This brochure will also be shared at the Foundation Board Meeting on Wednesday. The cost to sponsor a bench is \$2500. All monies go through the foundation to receive tax deduction benefits. Current cost for a bench is approximately \$1500 and we are looking at getting 15 to 20 more benches on campus during the second phase. Takes approximately 26 weeks to manufacture these benches. Check out the landing page for the Foundation for more information. Upon approval of these funds, the \$25,000 will be used to complete both the second and third phased of this project before the beginning of the new school year. Norman Chambers moved to approve the recommendation for the Pirate Bench Program; Val DeFever seconded. Motion carried 4 - 0

Policy Development Contract – Bowhay mentioned that we utilize the Husch Blackwell Law firm for Title IX as well as documentation for Cleary Reporting. Because we have requested direction of policy developments and labor issues over the course of the year, this amount will exceed the \$10,000 purchasing limit which is why this request is brought to the board. Bowhay mentioned there is a line item within the board budget for attorney fees; and that the Title IX portion would come from the Student Affairs account. John Eubanks moved to approve; Norman Chambers seconded. Motion carried 4 - 0

Administration Reports -

Center of Excellence for Veteran Student Success Update – Dr. Alan Parsons spoke to the group about the Veterans Student Success Center events and new personnel. Parsons mentioned that the Veterans Day event held on campus was a success, celebrating Veterans Day; followed by the Grand Opening/Ribbon cutting ceremony of the Veterans Student Success Center. Currently they have five students enrolled and looking to add another six for spring semester. Green Zone training was a success, learning what it's like to be a student veteran, dealing with PTSD and other mental health issues. Another Green Zone Training session will be held in the spring. Parsons participated in the Veterans Day of Honor parade in the community. Sherwood asked what the suggested number of students was for the center, Parsons responded that 5 to 10 students was suggested. However, Parsons is looking to have 18 veteran students if possible. The Veterans Student Success department presented at the NASPA conference; the Topic was "How to apply for a grant". Other opportunities at the center are scholarship opportunities, resume building, and career potential. ICC Veterans Student Success Center also works with KS Works as well as dependents receiving benefits. Val DeFever inquired on the age of student veterans, Parsons said currently these students are ages 19 thru 26.

Athletic Department – Eric Figurski spoke to the group about athletics. FB had a great season; Coach Martin built his team to be successful, now he is working on how to sustain the team and start building again for next year as he hits the road to recruit. Martin ended the season with the highest ranking in school history. Melissa Anderson took over volleyball in July; won 10 games the first season; heading into Division II play, Anderson is headed in the right direction to turn this program around to be successful. Coach Mann with Men's basketball; conference starts this week on Wednesday against Hutchinson. Women's Basketball Coach Jim Turgeon had great success last year and looking for another good season. Anthony Vidali, Head Athletic Trainer for ICC worked hard through COVID keeping students and athletic staff safe. He continues to work tirelessly for the athletic department and the teams/students. Head Softball Coach Samantha Allen is the longest Head coach at ICC to date. Her team is moving to DII conference play this season. Allen has built the program 23 – 22 in the spring which is the best record since

2015. While moving to Division II changes up the demographic in which both volleyball and softball will be traveling, it does not change up the competitive nature in the least. Division II allows teams to be competitive without having large scholarship dollars being spent. Figurski mentioned they are partnering with IRC (Independence Recreation Commission) to make improvements to the softball field. One individual not present is Mark Allen, Power Lifting Coach; this program currently has 10 students participating with the hope of adding more scholarships to build his team.

Student Life eSports – David Adams mentioned that Coach Kumke is having a tournament on December 4 & 5 with the competition being held at ICC in the new eSports center.

Bridget Carson spoke about Faculty Senate. Talked about surveys for upward administration being ready by March. Things to celebrate; All Together Now celebrating Music, Vet Nursing joined forces w/ Indy Brew Works during Neewollah with a pumpkin carving contest. Theatre and Allied health are working together to provide training for Allied Health Students. Fall arts day last week went well. Faculty will participate in Senior day on December 3. Larry Markiewicz has been chosen as a summer post with the raiders drum and bugle corp. Has also been accepted to the Midwest conference in Chicago this winter. Paul Molnar will work as an adjudicator for the theater. Cosmetology services are open to the public. Holiday spectacular concert and reading will be on November 30. The “End game” goes up in the black box with seating limited to 50 after Thanksgiving break. Orchestra concert December 5 at 6 p.m. at the museum. New Year’s Eve gala, \$20 a ticket with a light dinner and champagne toast at the Booth Hotel. Sherwood inquired as to how Faculty Advising is going. Bridget feels advisors are finding the right steps/answers to assist student’s needs. Bowhay mentioned we currently have 3 success coaches and 29 advisors for our new enrollment process.

Vincent Bowhay presented an update on the progress of the Academic year. Key initiatives on every front are being met. Vincent highlighted growing enrollment/ increased retention for the fall. A new committee, College Completion has been started; this team is helping students complete their degrees. SAGE, an early alert platform designed to identify students at risk of dropping out, has launched. This system helps in having a document that aligns with our strategic plan and increasing the retention plan. CARE team is gathering staff and faculty to identify students who need tools to be successful. HR is planning several trainings for spring. The Great Places to Work Survey will close this week on Friday; for ICC to be considered a “Great Place to Work” we must have approximately 80 percent completion on the survey. Increasing access in enrollment. It was noted that our enrollment is up 12 percent per our head count, and we are looking to continue to grow our enrollment on campus. As well as continue to grow our Montgomery County Scholarship to help students to continue to get to college. The board approved Bowhay to pursue a new RFP. He plans to have an RFP distributed by the end of this month for better customer relations. The Campus Admissions office is complete. The recruiting department and ICC NOW departments are working hard on current enrollment with the hope of getting concurrent students enrolled. Bowhay mentioned that Taylor Crawshaw has highlighted partnership with Ottawa University to allow ICC employees to receive a discounted rate to continue their education. Significant progress is being made ahead of our HLC accreditation visit. The President and Foundation have partnered with the Swanson House to identify potential donors. Working with vendors to develop a 15-year campus facilities master plan for the campus. Items for this plan have many common things that need to be addressed. This info will be brought to the board later. The Student Union elevator project is currently on an extension due to Covid. However, Bowhay is looking to move forward with this project with the hope of having it completed by the end of this year. He is working with FirstOak Bank and the ICC Foundation on this project. Also has hopes of installing an elevator in the Academic Building at some point. Bowhay reminded the group about International Flag Day taking place tomorrow on campus. Mentioned that ICC won two regional awards from NASPA. We are the recipient of the Mentor Connect Grant due to Bruce Peterson.

Bowhay moved to his Proposal for Evaluation of the president. A packet was submitted to each Board Member for their review. Bowhay stated that he would share this document with them via email as well. He requested that they finish the areas of completion by December 9 and send all results to Lori Boots. Walking the group through the packet, basically having a 360 view to provide feedback regarding the President along with link to rate his abilities. Sherwood asked how the faculty and staff would be included. Vincent will share his list of suggested community leaders for the board to consider for this evaluation. A small sample of faculty and staff will receive the survey later via email. Lori Boots will be the coordinator of this survey. Lastly, the ACCT meeting in Pratt will be held on December 3 and 4. Both Bowhay and Val DeFever plan to attend.

Chairman Sherwood requested a motion to adjourn at 8:18 p.m. John Eubanks moved to adjourn; Val DeFever seconded. Motion carried 4 – 0.

PUBLIC PARTICIPATION AT BOARD MEETING

Items on the Agenda

Members of the public attending the meeting virtually and wishing to address the Board concerning an item which is on the agenda must submit the item through the webinar link provided. Those attending the meeting in person must fill out one of the cards provided and present the card to the Board Clerk. There are three opportunities for public comment during regular meetings.

First, the public may comment on any item on the agenda during a period at the beginning of meetings, with a total comment period of ten minutes and individual comments limited to two minutes. This comment period may be extended by Board vote.

Second, prior to each Board vote, the public will be invited to speak directly to the issue being voted upon.

Third, any member of the public may make a lengthier presentation on agenda items, provided that a request for such a presentation is made in writing in advance of the meeting. Permission to make such presentations, and their length, is at the discretion of the Board Chair.

Information to the Audience

The Board members receive the complete agenda along with background material that they study individually before action is taken at the meeting. Any member of the Board may remove items from the consent agenda at the time of the meeting.

Examples of Motions for Executive Session

Remember that a motion to move into Executive Session needs to state the subject, provide justification, and state a time and place for return to Open Session

EXECUTIVE SESSION: Non-Elected Personnel

Sample Subjects: Employee job performance; employee evaluations; or annual review of probationary employees.

I move that we recess for an Executive Session for discussion of (insert subject to be discussed), pursuant to the non-elected personnel exception, K.S.A. 75-4319(b)(1). Open Session will resume at (insert time) in CIE 104 and through the Zoom link. Those invited to attend are: (list attendees).

EXECUTIVE SESSION: Negotiations

Sample Subject: Faculty and Board proposals.

I move that we recess for an Executive Session for the purpose of discussing (insert subject to be discussed), pursuant to the employer-employee negotiation exception, K.S.A. 75-4319(b)(3). Open Session will resume at (insert time) in CIE 104 and through the Zoom link. Those invited to attend are: (list attendees).

EXECUTIVE SESSION: Possible Acquisition of Real Estate

Sample Subject: For future expansion.

I move that we recess for an Executive Session for discussion of (insert subject to be discussed), pursuant to the preliminary discussion on acquisition of real estate exception, K.S.A. 75-4319(b)(6). Open Session will resume at (insert time) in CIE 104 and through the Zoom link. Those invited to attend are: (list attendees).

EXECUTIVE SESSION: Attorney/Client Privilege.

Sample Subjects: Ongoing litigation; a settlement proposal; or a claim made against the College.

I move that we recess for an Executive Session for consultation with the College attorney regarding (insert subject to be discussed), pursuant to the attorney/client privilege exception, K.S.A. 75-4319(b)(2). Open Session will resume at (insert time) in CIE 104 and through the Zoom link. Those invited to attend are: (list attendees).